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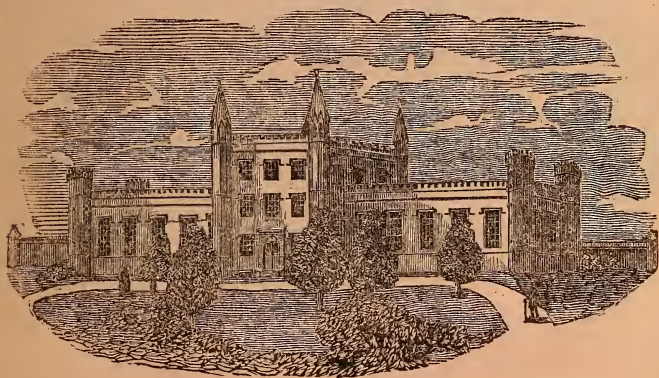
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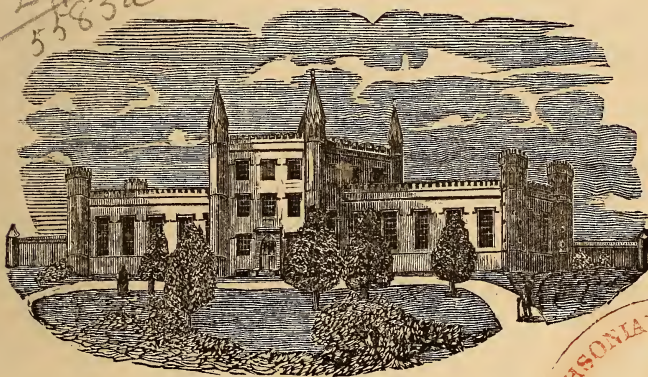
RULES,
REGULATIONS AND BY-LAWS,
FOR THE
GOVERNMENT AND DISCIPLINE
OF THE
✓ ALBANY COUNTY PENITENTIARY.



ALBANY:
JOEL MUNSELL, PRINTER.
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WASHINGTON, D. C.



ALBANY COUNTY PENITENTIARY.

RULES AND BY-LAWS

For the Government, Regulation, and Discipline of the Albany County Penitentiary; established by the Board of Supervisors of the County of Albany, and the Mayor and Recorder of the City of Albany, in joint meeting assembled on the 26th day of December 1848 [under and by virtue of the Law of the Legislature of the State of New York, for the construction of a Penitentiary, &c, in the County of Albany, passed 13th of April, 1844]. His Honor, the Mayor, John Taylor, in the Chair; and the Recorder, Deodatus Wright, Secretary.

The Principal Keeper, or Superintendent of the Penitentiary, shall have the entire control and management of all its concerns, subject to the authority established by law and the rules and regulations adopted for its government. It shall be his duty to obey, and carry out, all written orders and instructions that he shall from time to time receive from the proper authorities, and he shall be held responsible for the manner in which the said Penitentiary is managed and conducted. He shall reside at the Penitentiary and examine daily into the state thereof, visit every apartment, and see every prisoner confined therein, as often as good order and necessity may require. He shall exercise a general supervision and direction, in regard to the discipline and police of the Prison and to the business concerns thereof, shall make all purchases for the support of the prisoners and proper management of the Institution, and shall superintend all the business carried on, and labor done, in and upon the buildings or land belonging to or connected with the Institution.

It shall be the duty of the Superintendent to select and employ one person who shall be styled Deputy Keeper, who shall be his principal assistant, and in the absence of the Superintendent, clothed with, and exercise all his powers, so far as relates to the discipline of the Penitentiary and the safe keeping of the prisoners. He shall also nominate (to be approved of, or appointed by the Board of Inspectors,) one Overseer, or Assistant Keeper, to each branch of business carried on, and such number of persons for watchmen or guards as may be necessary for the safe keeping of and for guarding the Penitentiary, to hold their respective places during the pleasure of the Superintendent. Such assistants and guards shall be under the government of the Superintendent, and subject to his orders, who shall oversee and direct them in their several duties, and shall make such rules for their government, and for the government of spectators and others who may be admitted within the prison or yards, or who may be found lurking or loitering without, upon the lands belonging to the establishment, as circumstances may require; provided they are not incompatible with the laws of the state, or the rules and regulations adopted for the general government of the Penitentiary.

It shall also be the duty of the Superintendent to cause the books of the Penitentiary to be so kept, as clearly to exhibit the state of the prisoners, the number received and discharged, the number employed in grading and cultivating the land and other out door work, and the number employed in each branch of business carried on, with their earnings, together with the expenditures of each branch or department; and he shall make out a quarterly cash account, in which he shall specify, minutely, the persons to whom, or from whom, moneys have been paid or received, and for what purpose, with an abstract of vouchers for all expenditures, which, with the vouchers, he shall prepare and lay before the Inspectors, for them to examine and audit at their quarterly meeting at the end of every three months at the Penitentiary. And the Superintendent may, and he is hereby authorized to, draw on the county treasurer from time to time for such sums as may be necessary to defray the expenses of the Institution and for its necessary maintenance and repairs; said drafts to be approved of and countersigned by the Inspectors, or by a majority of them; and the county Treasurer is hereby authorized and directed to pay such drafts, so

countersigned, whenever the same are presented. He shall close his accounts and books of the Penitentiary, and balance the same on the last day of October in each year, and render a report exhibiting a comprehensive view of all the transactions of the Penitentiary during the preceding year, showing the amount of labor performed, and the earnings and expenditures of each branch of labor at which the prisoners may have been employed, together with the profit, or loss, accruing or resulting from the same.

He will also see that the prisoners are treated with humanity, that the sick and complaining have proper medical and other attendance, and that they are supplied with such food and medicines as may be prescribed and necessary.

All prisoners received by the Principal Keeper, or Superintendent of the Penitentiary, shall be safely kept for the term for which they may be sentenced to confinement, and shall be employed in the grading, cultivation, and proper management of the land belonging to the Institution, or at any other work which the Inspectors shall direct for the proper maintenance and best interests of the establishment.

The clothing of the prisoners, on their reception into the Penitentiary, shall be taken from them, and (if worth preserving,) restored to them on their discharge. On their entrance into the establishment they are to be thoroughly cleansed, and clothed in the prison dress, which will be, for males, a jacket, vest and pantaloons, made of coarse cloth, with a cap of the same material; they are also to have woolen socks, with coarse leather shoes; their shirts shall be made from stout cotton cloth and changed once a week. For females, a checked linsey frock and skirt, cotton check apron and neckerchief, shoes and stockings and the usual under clothes. Each prisoner shall have an iron-frame bedstead with iron sacking bottom, straw matrass and pillow, (and in winter one comforter) and two blankets, one night bucket, one water can and one spoon, knife and fork. The corridors of the prison shall be sufficiently warmed in cold weather with proper fires. Each prisoner on his or her discharge (if they have no clothes to be returned to them) shall, at the discretion of the Superintendent, be furnished with a cheap laborer's dress, and with a sum of money, not exceeding one dollar, to enable him or her to find work for his or her support.

The prisoners, after receiving their rations, shall eat in their cells and observe such rules, in relation thereto, as shall be directed by the Superintendent.

The rations or daily subsistence of the prisoners shall consist of one pound of salt or corned beef, four days; three fourths of a pound of salt pork, or three fourths of a pound of salt fish, one day; and one pound of fresh meat, made into soup, two days, in each week. One pound of bread, made of good wheat middlings, for breakfast and dinner each day, and one-third of a pound of corn meal made into mush, with half a gill of molasses, for supper; there shall be four bushels of potatoes, carrots or turnips, for every one hundred rations, and a sufficient quantity of salt, pepper and vinegar, with such alterations from time to time, as may be deemed necessary and approved of by the Inspectors.

The prisoners shall be required to labor diligently the whole time they shall be out of their cells, and in going to and from their cells, they shall observe such order as may be directed by the Superintendent; they shall be required to communicate with their keepers in a respectful manner, and with the greatest brevity; they are not to converse with each other, or to be allowed to hold intercourse with any person not belonging to the Institution, unless by permission and in the presence of the Superintendent or his Deputy; they must conduct themselves with perfect order, and in strict compliance with the directions of their officers. *Silence, order and regularity* must reign; they must be industrious, submissive, obedient, and labor diligently in silence. In their cells they must also be silent, speaking to no person except in the event of sickness, in which case they can make it known to the officer on duty. The officers are not to treat the prisoners with harshness or anger, but while a spirit of mildness is to prevail, they are nevertheless expected to be firm and consistent in the discharge of their duties.

Each prisoner shall have a Bible and Hymn-Book in his cell, and such other books, or tracts, as may be furnished for their use, and they will be required to attend service in the chapel every sabbath, and also such other religious and moral instruction as may be provided for them; at all other times during that day they shall remain in their cells.

The Chaplain to the Penitentiary shall have the privilege, and

it shall be his duty to visit at any and at all times the male prisoners when in their cells, or in the hospital, to instruct and teach those that can not read, and to administer to all such advice, instruction, and consolation as he may deem best calculated to promote their reformation; and at all proper times he shall endeavor to impress upon their minds the justice of their punishment, and the necessity of a strict compliance, on their part, with the rules of the establishment.

He shall attend and perform such service in the chapel on every sabbath day, at such hour or hours as shall be designated by the Superintendent, with the prisoners, male and female, who shall be assembled for that purpose.

He shall not furnish the prisoners with any information or intelligence in relation to secular matters, except by permission of the Superintendent; nor shall he have any other intercourse with the prisoners, than such as shall be necessary and proper in teaching them to read, and imparting such moral and religious instruction as shall be best calculated to promote their subordination, reformation and spiritual welfare: nevertheless, he shall endeavor to learn, in visiting the prisoners in their cells, so much of their past history and present views and feelings, as will enable him to adapt his instructions and reproofs directly to their individual cases and circumstances. He will keep in mind, that by visiting the prisoners in the solitude of their cells, by personally teaching the illiterate, and by explaining to all, individually, their moral and religious duties and obligations, he will confer upon them benefits far greater than any which can *alone* be received by them, from his labors and services, while they are congregated for the customary public worship, on the sabbath.

He shall not receive from, or confer any present upon, the prisoners; nor shall he have any dealings with them, nor shall he take to them or convey from them, any letters from or to their friends, or others; nor write, or otherwise become the medium of communication between them and their friends, or others, without the consent and approbation of the Superintendent.

He shall in all cases conform to the general rules and regulations adopted for the government of the Penitentiary; and it shall be his duty, annually, to render a report to the Inspectors of his proceedings for the year, with such remarks and suggestions in relation

to the intellectual, moral, and religious condition of the prisoners, as he may deem important or necessary. Sectarian preferences in matters of religious belief are disclaimed. If any prisoner desires communication with the minister or instructor of his particular faith, on proper application to the Superintendent, and at his discretion, it shall be allowed, under and in conformity with the general regulations of the Penitentiary. But such minister, or instructor, on such occasions, must in all things conform to the rules and restrictions laid down and enacted, as the duty of the Chaplain; any infringement, or departure from which, will debar him from future intercourse with the prisoners.

The Physician shall visit the Penitentiary at least every other day, and personally examine every sick and complaining prisoner that may be reported to him as such, or whom he may find in the cells or hospital; and shall prescribe such medical treatment as their cases require. He shall also visit the Institution daily, or oftener, when the condition of the sick require it; and when sent for, shall at all times repair immediately to the Penitentiary.

He shall keep a book, to be called the "Hospital Register," in which shall be entered the names of all the prisoners sick or complaining, requiring medical treatment, with their disease and his prescription therefor. When a prisoner dies, he shall record the nature of the complaint and all the circumstances connected therewith that he may deem proper or necessary.

He shall in all cases direct the diet to be prepared for the sick, and if it should so happen that the direction or prescription of the Physician should not be properly attended to, he shall report the same to the Superintendent, that proper measures may be taken to prevent future neglect or inattention.

He shall at the close of each year make out and furnish to the Board of Inspectors a report, or statement, showing the amount and nature of the sickness which has prevailed, and the deaths that have occurred during the year, with such remarks in relation to the condition and treatment of the sick, as he may deem necessary or expedient. He shall conform to the general rules and regulations of the Penitentiary.

There shall be employed by the Superintendent a Matron and one Assistant Matron, to the Female Department, who shall reside at the Penitentiary, and attend to the labor and conduct of all the

female prisoners. All the rules and regulations required to be observed and enforced by the subordinate officers having charge of the male prisoners, as are applicable to the females, shall be enforced by the Matrons under and by direction of the Superintendent.

The Matron shall personally superintend the cooking, washing and ironing of the whole establishment; also the weighing and measuring of the rations for the day, as established by the rules and regulations. And it shall be her duty to attend to the division of the daily food into rations, and to see that it is ready and in proper order to be served to the prisoners at regular meal time.

The Matrons shall cause the cells, kitchen, workrooms, and every part of the establishment under their care, to exhibit perfect neatness and order; and at all times to be ready for the inspection of the Superintendent, Inspectors, and others who may visit the Institution.

It shall also be the duty of the Matrons to endeavor to teach those who are unable to read, and to administer such moral and religious advice and instruction to them, as shall be calculated to promote order, decorum, propriety of behavior, and reformation. They shall assemble the female prisoners in the chapel every Sabbath day for divine service and other religious instructions, and it shall be the duty of the Matron to see that every prisoner under her care is furnished with a Bible and Hymn-Book, and such other books or tracts as may be furnished by the Chaplain or Superintendent.

For any violation of the rules of the prison by the female prisoners, the Matron shall confine them in their cells, and report the offence to the Superintendent, that he may give her such instructions in regard to punishment, or correction, as the nature thereof may require.

The Matron, and Assistant Matron, shall each keep a book, containing the names of all the females under their charge, with a table showing every day's labor performed, and also the articles made and work done for the Penitentiary or for others, which book shall be deposited in the Superintendent's office at the end of every month.

The Superintendent is authorized to employ and permit the use of weapons by the keepers or guards of the prisoners, to put

down insurrection by force, and to prevent escapes *at all hazards* from the Penitentiary.

The object of this Institution being to effect the moral reformation of the culprit, punishment will be resorted to as rarely as necessity will admit; the rules of the Prison are nevertheless to be preserved and maintained inviolate, and all infractions thereof or any resistance to the lawful commands and authority of the keepers, shall subject the offender to solitary confinement in a darkened cell, and to rations of bread and water, (or to be showered with cold water) at the discretion of the Superintendent; no such confinement, however, shall exceed ten days for any one offence, and in every doubtful case the proper medical authority shall be consulted.

Three Inspectors shall be appointed by the Board of Supervisors, and the Mayor and Recorder, in joint meeting now assembled according to law, who shall have the supervision of the Penitentiary; one of whom shall hold his office for one year, one for two years, and one for three years, from the first day of March next as shall be designated; and hereafter there shall be annually appointed, in the same manner, one Inspector who shall hold his office for three years from the first day of March then next ensuing. Said Inspectors, now first appointed, shall enter upon the duties of their office immediately.

It shall be the duty of the Inspectors to visit the Penitentiary jointly at least four times in each year, to examine and audit the accounts of the Superintendent, to inquire into all matters connected with the government, discipline and police of the prison, the punishment and employments of the prisoners, and to make such rules and regulations as they may deem expedient and necessary, provided, however, that such rules and regulations shall not conflict with the laws of the state, or with the general rules and regulations now adopted by this joint meeting.

It shall be the duty of the Inspectors *individually*, to visit the Penitentiary once in each month, or oftener, as they deem necessary; to diligently examine and inquire into the condition of the prison and prisoners; each Inspector shall keep a journal of his visits and proceedings, and shall report the same to the Inspectors at their next joint quarterly meeting.

The Inspectors shall approve of, or appoint, on the nomination

of the Superintendent, all the subordinate officers employed at the Penitentiary, and shall fix their compensation. They shall also appoint a Physician and Chaplain, and prescribe their payment, who shall hold their offices during the pleasure of the Inspectors.

The Inspectors shall annually, on or before the first day of December, render a report to the Board of Supervisors and Mayor and Recorder, in joint meeting assembled, showing the state and condition of the Penitentiary, and the prisoners confined therein, the amount of money drawn from the treasury and otherwise received and expended; together with all the transactions of the Penitentiary during the year preceding. The Inspectors may also communicate, in the same manner, with the authorities aforesaid, at any other time and on any subject connected with the Penitentiary, whenever they deem it to be necessary.

In case of the death, resignation or refusal to serve, of any one or two, of the Inspectors appointed, the remaining one or two Inspectors, as the case may be, shall have the power to fill the vacancy or vacancies so occasioned, and designate the term for which he is or they are to serve; which appointment or appointments shall remain valid until the joint authorities direct otherwise.

The Inspectors shall receive no pecuniary compensation for their services whatever. It shall be an office of honor.

I certify the foregoing to be a true copy of the Rules and By-Laws as established and adopted, for the government, regulation and discipline of the Albany County Penitentiary, by the authorities, and at the time first above mentioned.

[Signed.]

DEODATUS WRIGHT,

Recorder of Albany, and Secretary of the Joint Meeting.

I do further certify that at the joint meeting above mentioned, it was

Resolved unanimously, That Amos Pilsbury be and he is hereby reappointed Superintendent of the Penitentiary, for three years, from and after the first day of March next ensuing.

And that the following named citizens were appointed as the first Board of Inspectors of the Penitentiary, viz.: Samuel Pruyne and William W. Forsyth of the city of Albany, and Gilbert I. Van Zandt of the town of Watervliet.

[Signed.]

DEODATUS WRIGHT, *Secretary.*

The general features of the system established for the discipline and government of the Penitentiary, are exhibited in the foregoing Rules and By-Laws; but the details and routine of duties necessary on the part of the subordinate officers, to carry them into practical effect, have been established by the Superintendent in accordance with that system, as follows, viz.:

ROUTINE OF DUTIES

Detailed by the Superintendent, for the Instruction and Government of the Subordinate Officers of the Albany County Penitentiary, pursuant to the provisions contained in the Rules and By-Laws, adopted by the Mayor, Recorder, and Board of Supervisors, in joint meeting assembled, December 26th, 1848.

DUTIES OF DEPUTY KEEPER.

The Deputy Keeper will, under the direction of the Superintendent, take the principal charge of the prisoners, both by day and by night.

He must see that the assistant keepers perform faithfully the duties assigned to them.

He must be present at the opening and closing of the Penitentiary; see that the food of the prisoners is properly cooked and divided; attend to the clothing of the prisoners, and see that it is whole and in proper order.

He must also assist the Superintendent in receiving and discharging prisoners, and keep a record of the same.

He must spend the whole day in a general supervision of the assistants and prisoners; direct them in their duties and labors, and report to the Superintendent all neglect of duty on the part of any of the assistants; receive reports from the assistants, of all disobedience or violation of the *rules*, and report the same to the Superintendent; and in his *absence*, the Deputy has the power and authority that is conferred upon the Superintendent, so far as relates to the discipline of the Prison and the safe keeping of the prisoners.

The Deputy Keeper will at all times have a superintending

care over all the affairs of the Penitentiary, and especially of its police, and will be held responsible to the Superintendent that his orders and directions are strictly and promptly observed; and to this end he must be always present at the Penitentiary, by day and by night, that he may be able, during the evening and night, to see that all is safe, and that the assistant or guard on night duty is vigilant and faithful.

He shall see that persons visiting the prison, are treated with attention and politeness, and that they are admitted and conducted through the several departments at all proper times.

Visitors will be charged $12\frac{1}{2}$ cents for admission.

It shall be his duty generally, to see that the whole establishment exhibits throughout, neatness, good order, and cleanliness.

He shall every afternoon cause to be examined, the blankets, beds, furniture, locks, doors, and the cells generally, to see that they are not injured, by any attempt to escape from the cells, and whenever he discovers any thing wrong, he shall take down the number of the cell, with the offence committed, and report the same to the Superintendent immediately.

He shall also attend upon the Physician, at his regular visits to the Prison, shall take him to see every prisoner who may be sick or complaining in the cells or hospital; shall send to the several shops for all who may have reported themselves as ill; and he shall also attend personally to the directions and prescriptions of the Physician, and see that they are duly observed and administered.

He shall also report to the Superintendent before 9 o'clock every morning, the names of any convicts remaining in their cells, with the number of the cell opposite each name, together with their complaint, and shall spend his whole time in the performance of the foregoing duties, unless otherwise directed, in which case he shall perform all and every other duty or service, as may be directed by the Superintendent.

DUTIES OF THE CLERK.

The officer who shall act as Clerk, will assist the Superintendent in keeping the books and accounts of the Penitentiary. He shall register all prisoners when received, and enter their discharge

when released from confinement, and do all other writing that may be required of him.

He will also assist the Superintendent in the purchase of supplies, &c., as he may be directed, and when not thus employed, he will perform such other duties as may be required of him by the Superintendent or his Deputy.

He will generally attend to showing and conducting strangers and others who may visit the Institution, through the establishment.

DUTIES OF ASSISTANT KEEPERS AND WATCHMEN.

It shall be the duty of the assistants and guard to be at the Penitentiary during the whole time, day and night, unless they have leave of absence; to be vigilant and active in the performance of all duties and services for the safety and security of the prisoners and Penitentiary, as shall be directed by the Superintendent or his Deputy.

They shall refrain from all immoderate and boisterous conduct, conversation or discussions upon any subject, *while in the presence of the prisoners.*

They shall maintain towards each other and all persons visiting the Institution, a gentlemanly deportment.

They are not to leave their shops or other posts on any pretext, without being relieved.

They will not suffer a prisoner to pass the prescribed limits, except in charge of a proper officer; and it shall be their duty to keep their arms and weapons clean and in order, ready at all times for use; and they are constantly to keep in mind that it is required of them, at all hazards, to prevent any prisoner from making his escape.

They are not to hold any conversation with a prisoner, except to direct him in his labor and duty; nor shall they receive from or deliver to a prisoner any article or thing whatever, without the knowledge and consent of the Superintendent or his Deputy.

They shall keep a list of the men under their charge, with the number of the cell each prisoner occupies opposite his name; and upon locking up, morning, noon, and night, shall note the absence of any prisoner from his cell, and immediately report the same to the Superintendent or his Deputy.

They shall march their men to and from the cells in close order, taking the lock-step, and shall use their utmost endeavors to enforce perfect non-intercourse and obedience to all the rules and regulations necessary for their government.

They shall require from the prisoners an uniform, sober, orderly and humble deportment.

It shall be their duty to instruct them in their labor and in the rules necessary for their government; and they shall admonish them upon the least appearance of insubordination, and report them for correction to the Superintendent or his Deputy whenever they shall refuse to obey orders or neglect their duty.

They shall not allow the prisoners to make any enquiries relative to any subject not immediately connected with their duty, employment or wants.

They shall not allow the prisoners to speak to or hold any conversation with each other, or to leave their work without permission; nor shall they allow them to speak to or gaze at visitors, but see that they are constantly employed and that they labor diligently, in order and in silence.

It shall be the duty of the guard having charge of the hall while the prisoners are in their cells, either at meal time or during the night, to keep moving round the block of cells, with socks on, in a silent manner, that he may be able to detect any unnecessary noise. And it is again strictly enjoined upon him not to hold the least conversation with the prisoners, or to suffer them to speak to him, except to make known their immediate necessary wants, and to use his utmost exertions to suppress noise of any kind, and to report to the Superintendent or Deputy any violation of the rules and regulations of the Penitentiary, by the prisoners while in their cells.

They shall not, while on duty in the shops, on the wall, or any other post, on any pretext whatever, sit down, but be constantly on their feet and strictly and vigilantly observant of the prisoners, and not for a moment have their attention abstracted from the object of their charge, but be in readiness at all times for any exigency.

It will be the duty of each Assistant and Guard to perform his night tour as he may be directed from time to time by the Superintendent.

No Assistant or Guard will be allowed to leave the premises at any time without permission of the Superintendent, or, in his absence, of the Deputy Keeper.

Spirituuous liquors shall in no case be brought to or used upon the premises by any Asssistant or person while employed at the Penitentiary.

The hours of labor for the prisoners will vary according to the season of the year. In the summer, or long days, the cells will be unlocked and the prisoners set at work at sunrise, they will cease labor and return to their cells at 6 o'clock P. M.

In the winter, or short days, the hours will be so arranged as to embrace all the daylight.

DUTIES OF MATRON AND ASSISTANT.

The Matron and Assistant will have the charge of the prisoners in the Female Department. The cells of those employed in cooking will be unlocked by the Matron at 4 o'clock A. M. in summer, and at 5 o'clock during the rest of the year; they are to be employed in cooking and washing, under the constant and immediate supervision and direction of the Matron.

The Assistant Matron will have charge of the female prisoners employed in the work-room in making and mending clothes for prison use, and other work, who will be taken from their cells when sufficiently light for them to labor.

All the rules and regulatious required to be observed and enforced by the subordinate officers having charge of the male prisoners, as are applicable to the females, shall apply to and be observed by the Matron and Assistant, as far as the same is practicable.

The duties of Matron and Assistant may be found more in detail in the general Rules and By-Laws established for the government of the Penitentiary.

DAILY ROUTINE OF DUTIES.

At daylight a small bell will be rung for the male prisoners to rise, dress, put up their bedstead, bed and bedding, and for the officers, who will immediately repair to the guard-room. When it is sufficiently light the Deputy Keeper will give the signal

for manning the walls, and the assistants will take the keys, go to their several divisions and await the signal; upon hearing which, they will unlock the cell doors, and march their men with the lock-step to their respective shops, and other places of labor. The prisoners will immediately commence work, and also begin at a given point in the shops to wash, which each man will do in regular order before the breakfast hour.

At 7 o'clock the bell will be rung for breakfast, the prisoners will stop work, form into a line in their shops and await the signal of the bell, when they will be marched into the prison yard, and form a line in rear of their buckets. At the word *right*, each man will turn to the right; at the word *up*, each man will take his bucket upon his left arm; they will then form into sections in close order, as marched from the shops; at the word *forward*, they will march in the same manner to the hall and to their cells, and be immediately locked up. Each officer will then report the number of men in his charge to the Deputy Keeper, who, on finding it right, will give the signal, and the Watchmen will then leave the wall and repair to the guard-room; all the officers will then go to their meal, except one in the hall and one in the guard-room, who will be relieved in turn. From half to three-quarters of an hour will be allowed, when they will be again marched to their work and there remain till 12 o'clock; the signal will then be given for diuner, and they will again be marched in line, and in the same manner, into and around the hall to their cells, the same as at breakfast. Time allowed for dinner in summer, one hour. At 1 o'clock they will be marched to their shops and work till 6 P. M., when they will again form a line in rear of their buckets, and the word given by the Deputy Keeper as in the morning and at noon.

The officer then in the hall will at a proper time light up, examine each lock and door, count the prisoners, and report the number to the Superintendent or Deputy. At half-past 7 the signal will be given and each prisoner will retire to his bed; the officer on duty will again examine the doors and see that all are abed. He will be relieved by the Watchman or Assistant who takes what is called the middle tour, the Watchman taking the morning tour, or from half-past 2 till light, relieves him. The

above officers will be required while doing duty in the hall to be constantly moving around the cells and upon the galleries to see that all is quiet and in good order. If any sickness or disorder takes place, he will call the Watchman in the guard-room, who will acquaint the Deputy Keeper, who will immediately repair to the hall and take the necessary measures for the relief of the sick, or the suppression of disorder.

The Deputy Keeper will spend the whole day in visiting the several shops and departments; see that every officer performs his duty; attend to the wants and complaints of the prisoners, and have a constant supervision of all the internal affairs of the Prison.

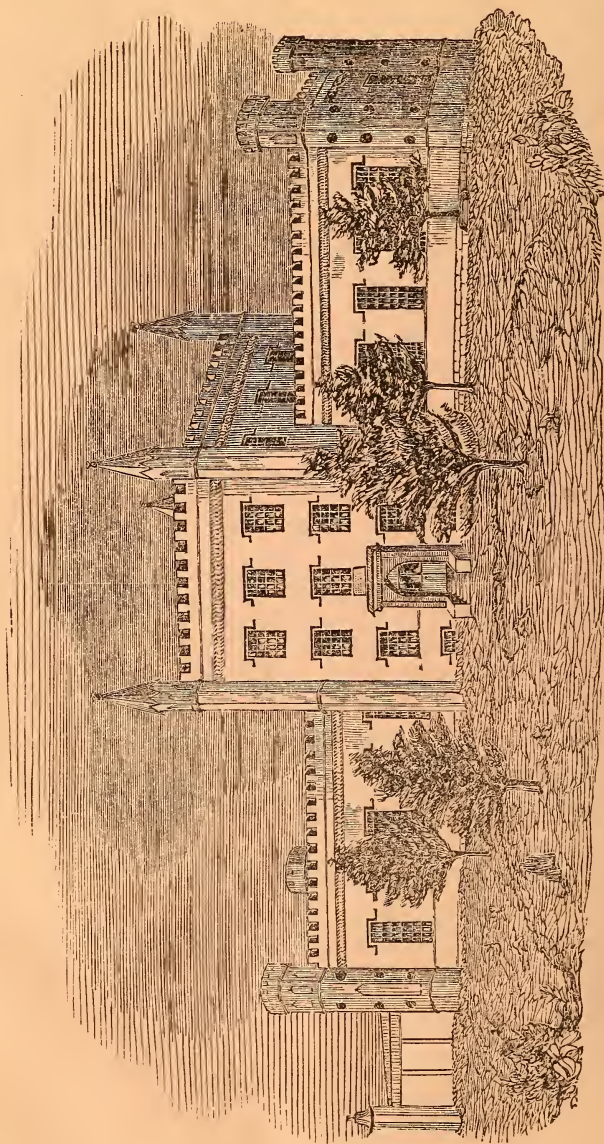
AMOS PILSBURY, *Superintendent.*

Albany County Penitentiary, January 1st, 1849.

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